



**SMITHDON HIGH SCHOOL**

**SCHOOL POLICY ON  
INITIAL TEACHER TRAINING  
ACTIVITIES**

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## **1. AIMS AND OBJECTIVES**

### **The policy aims to:**

- 1.1 Ensure good practice within Teacher Training Activities which is supportive of the school's principal responsibility for student learning.
- 1.2 Establish the roles and responsibilities of appropriate groups and individuals.
- 1.3 Provide a framework for the remuneration of staff.
- 1.4 Ensure consistency of approach.

## **2. PLANNING AND AUTHORISATION**

- 2.1 The school will deal only with accredited providers of teacher training activities.
- 2.2 The decision to enter into an agreement with a registered provider will be made by the Headteacher, after consultation with the Professional Tutor.
- 2.3 The number of trainee teachers and their subject areas must be approved by the Headteacher before commitment is made to accept particular trainees.

In making decisions the Headteacher will consider:-

- 2.3.1 The overall impact on Teaching and Learning within the school.
- 2.3.2 The proportion of overall curriculum time and individual subject lessons being delivered by trainee teachers.
- 2.3.3 The ability of each curriculum area to provide the requisite level of support and guidance to trainees.

## **3. PLACEMENT PRACTICES AND PROCEDURES**

### **3.1 The Professional Tutor:**

- 3.1.1 Is responsible for liaison with registered providers and will provide advice and guidance as to their requirements.
- 3.1.2 Will ensure that trainee teachers are not required to undertake inappropriate duties.
- 3.1.3 Will arrange a programme of core studies to be delivered by appropriate staff.
- 3.1.4 Will liaise with subject mentors/Heads of Department to ensure appropriate support for trainees.

### **3.2 Subject Mentors:**

3.2.1 Will be identified on a voluntary basis. Where no appropriate specialist wishes to act as a mentor, a placement will not be offered.

3.2.2 Will fulfil the roles and responsibilities required by the registered provider in supporting the student.

### **3.3 Trainee Teachers:**

3.3.1 Will abide by the regulations of their training institution/provider.

3.3.2 Will follow the practices and procedures of the school to the extent specified by the Professional Tutor.

## **4. REMUNERATION**

All activities associated with Initial Teacher Training are considered to be an opportunity for Professional Development. There will be no additional remuneration for Initial Teacher Training work and any income generated by Initial Teacher Training will be transferred into general school funds.

## **5. GRADUATE/REGISTERED TEACHER PROGRAMME**

5.1 The Headteacher will consider individual applications to participate in these programmes, taking into account:

5.1.1 The consideration described in 2.3 above.

5.1.2 The curriculum needs of the school.

5.1.3 The recruitment position in specific subject areas.

5.1.4 The suitability of the trainee.